

Action Plan: Program/Department Name : English

Date Self-Study was submitted to AQA: 14 January 2021

Date of External Review: 1 February 2021

The Action Plan, which follows the Self-Study and External Review, guides programs and departments as they:

- Follow-up on recommendations from the Self-Study and External Review;
- Develop realistic goals for improving or maintaining program quality;
- Determine the steps and resources required to reach those goals;
- Determine the people/groups responsible for each action;
- Establish a timeline (before the next program review cycle) within which these steps will occur.

The Action Plan, like all other aspects of a Langara Program Review, is faculty driven and Dean led. Faculty develop the Action Plan in close collaboration with the Division Chair and Dean. Once the Action Plan is ready for review, the Chair/Coordinator, Division Chair and Dean should schedule a meeting with the Provost.

Institutional Response

Congratulations to the faculty members in the English department for completing their Self-Study and Action Plan. The department has a strong reputation as a cornerstone at the College. The focus on student success, EDI, and Indigenization needs to be recognized and supported. These initiatives and projects support the Strategic Plan and Academic Plan.

The Action Plan provides a clear vision for the next seven years and break the actions into achievable projects to ensure steady progress. The plan will be reviewed annually and offers an opportunity to adjust course where needed.

The Dean and VP Academic are committed to supporting the English department members in achieving their goals through ongoing guidance and regular progress reviews.

Signed



January 28, 2022

Dean

Date

Signed



Provost and Vice-President

January 28, 2022

Date

Recommendations from the Self-Study and External Review this Action Plan does NOT Address.

Provide a brief rationale for why each Recommendation cannot be addressed. Add or remove rows as necessary.

Recommendation	Self-Study or External Review (include p.#)	Rationale
Increase base funding for English department to increase number of sections offered	External Review p. 3	This is not within the purview of our department leadership.
Reduce teaching loads for department members	External Review p. 6	Workload is governed by the Collective Agreement and not within our power to change.
Incorporate Library Research tutorials as a learning outcome for certain first-year ENGL courses	External Review p. 5	Students have often completed these tutorials in other courses; it should be up to the English instructor whether or not to include them.
Ensure that students satisfy English requirements early in their studies	External Review p. 3	We have tried to promote this idea, but unless programs require the course in a particular semester, we cannot ensure this. Another factor is the overwhelming demand for these courses, which means that even students who want to take these courses early aren't always able to find a spot.

Goal 1: Program and Course Development

List the Recommendation(s) this Goal addresses. Check the appropriate column to indicate if the Recommendation is from the Self-Study or External Review. Add or remove rows as needed.

Recommendation	Self-Study (specify page #)	External Review (specify page #)
Develop new courses for international students	27	
Create plans to deal with increasing enrolment and shifts in student demographics		3

Academic Plan Priority or Priorities this Goal supports. See the end of this document for the Academic Plan. Add or remove rows as needed,

Academic Plan Priorities
2.2. Maintain enrolments to maximize student access and success 2.3. Continue to develop and refine external and internal student pathways
4.1. Position Langara as the school of choice for post-secondary international students in British Columbia

Planned Actions the program/department will complete to achieve this goal. Add or remove rows as needed.

Planned Actions	Led by	Begin on	Anticipated Completion	Notes
Explore developing a literature-based ENGL course with IELTS 6.5 prerequisite for General Education diploma	Department Chair	Spring 2021	Fall 2022	This initiative is being led by an instructor in the department, Livia Chan, and a small committee who began meeting in Spring 2021
Investigate the possibility of a first-year Creative Writing course	Department Chair, Assistant Chair	Fall 2021	Spring 2023	
Evaluate 2000-level courses to boost enrolment and retain program students	Department Chair/Assistant Chair; Div Chair	Fall 2021	Spring 2023	A number of department members will be involved in this work.

Resources required to achieve this goal.

Resources Required
None.

Goal 1: Program and Course Development

List the Recommendation(s) this Goal addresses. Check the appropriate column to indicate if the Recommendation is from the Self-Study or External Review. Add or remove rows as needed.

Recommendation	Self-Study (specify page #)	External Review (specify page #)
Develop concrete, actionable program learning outcomes for Associate of Arts in English and Associate of Arts in Creative Writing degrees	28	

Academic Plan Priority or Priorities this Goal supports. See the end of this document for the Academic Plan. Add or remove rows as needed,

Academic Plan Priorities
1.1. Promote and support innovation and quality in teaching and curriculum design
2.3. Continue to develop and refine external and internal student pathways

Planned Actions the program/department will complete to achieve this goal. Add or remove rows as needed.

Planned Actions	Led by	Begin on	Anticipated Completion	Notes
Work with TCDC to develop preliminary list of program learning outcomes	Assistant Chair and 1-2 faculty members	Spring 2022	Fall 2023	Program learning outcomes to be approved by department Fall 2022, then submitted to EdCo

Resources required to achieve this goal.

Resources Required
Consultation with TCDC

Goal 1: Program and Course Development

List the Recommendation(s) this Goal addresses. Check the appropriate column to indicate if the Recommendation is from the Self-Study or External Review. Add or remove rows as needed.

Recommendation	Self-Study (specify page #)	External Review (specify page #)
Support ongoing development and continued offerings of Writing Lives for Survivors of Residential Schools		4

Academic Plan Priority or Priorities this Goal supports. See the end of this document for the Academic Plan. Add or remove rows as needed,

Academic Plan Priorities
1.1. Promote and support innovation and quality in teaching and curriculum design
1.3. Maintain and expand experiential education opportunities
3.3. Strengthen partnerships with Aboriginal community

Planned Actions the program/department will complete to achieve this goal. Add or remove rows as needed.

Planned Actions	Led by	Begin on	Anticipated Completion	Notes
Create a permanent second-year course in Indigenous Literature with a new course number	Department Chair; Jill Goldberg	2022	Spring 2023	This course is currently offered as ENGL 2237, but many of our program students have already completed a different offering of that course and cannot receive credit for it twice.
Consult with the Gathering Space to promote Writing Lives	Jill Goldberg; Department Chair	2022	Ongoing	
Work with Langara Foundation to secure long-term external funding	Department Chair; Jill Goldberg	July 2021	Spring 2023 at the latest	Already underway

Resources required to achieve this goal.

Resources Required
External funding; two additional sections per year (one in Fall, one in Spring) to be allocated to this two-part course

Goal 2: Teaching and Learning Excellence

List the Recommendation(s) this Goal addresses. Check the appropriate column to indicate if the Recommendation is from the Self-Study or External Review. Add or remove rows as needed.

Recommendation	Self-Study (specify page #)	External Review (specify page #)
Develop department goals to ensure consistency and excellence in broad range of course delivery	28	

Academic Plan Priority or Priorities this Goal supports. See the end of this document for the Academic Plan. Add or remove rows as needed,

Academic Plan Priorities
1.1. Promote and support innovation and quality in teaching and curriculum design
4.1. Position Langara as the school of choice for post-secondary international students in British Columbia

Planned Actions the program/department will complete to achieve this goal. Add or remove rows as needed.

Planned Actions	Led by	Begin on	Anticipated Completion	Notes
Hold annual marking bees during April PD	Chair; Assistant Chair	April 2022	Ongoing	Determine courses which most need marking bees to establish consistency.
Create course guides for all courses to be provided to new instructors	Chair; Assistant Chair	2022	2024	Creation of course guides can be NID projects for department members.
Update English Department's Best Practices Guide for Online Teaching	Chair; Assistant Chair	2022	2024	Erin Robb, a member of the department, has been working on this (the guide is department-specific and predates the COVID-era resources from TCDC and EdTech, which are now being integrated).
Create workshop opportunities for BC Campus "Pulling Together" initiative	Department members	2022	2023	

Resources required to achieve this goal.

Resources Required
None

Goal 2: Teaching and Learning Excellence

List the Recommendation(s) this Goal addresses. Check the appropriate column to indicate if the Recommendation is from the Self-Study or External Review. Add or remove rows as needed.

Recommendation	Self-Study (specify page #)	External Review (specify page #)
Increase capacity for online instruction and use of online tools/more online and mixed mode offerings	28	4

Academic Plan Priority or Priorities this Goal supports. See the end of this document for the Academic Plan. Add or remove rows as needed,

Academic Plan Priorities
1.2. Advance the application of innovative technologies that support learning and teaching
2.2. Maintain enrolments to maximize student access and success
4.1. Position Langara as the school of choice for post-secondary international students in British Columbia

Planned Actions the program/department will complete to achieve this goal. Add or remove rows as needed.

Planned Actions	Led by	Begin on	Anticipated Completion	Notes
Create resource course shells for every course we teach online	Department members	Summer 2020	Summer 2022	Already begun. New shells to be created for new courses hereafter
Survey department regarding EdTech/TCDC resources for online teaching	Department members	2022	2023	Which resources/workshop topics were or would be most helpful for remote teaching? (We will consult with Alena Buis re tech inventory.)
Consider offering more 2000-level courses online	Full department	Fall 2021	Ongoing	We will assess student preferences for second-year course delivery mode

Resources required to achieve this goal.

Resources Required
Consultation with TCDC/EdTech; outreach to Institutional Research regarding surveys.

Goal 2: Teaching and Learning Excellence

List the Recommendation(s) this Goal addresses. Check the appropriate column to indicate if the Recommendation is from the Self-Study or External Review. Add or remove rows as needed.

Recommendation	Self-Study (specify page #)	External Review (specify page #)
Streamline service and resource use with EdTech, TCDC, Library	30	5

Academic Plan Priority or Priorities this Goal supports. See the end of this document for the Academic Plan. Add or remove rows as needed,

Academic Plan Priorities
1.2. Advance the application of innovative technologies that support learning and teaching
2.1. Strengthen and develop student support systems

Planned Actions the program/department will complete to achieve this goal. Add or remove rows as needed.

Planned Actions	Led by	Begin on	Anticipated Completion	Notes
Information gathering on current service use	Department members	2022	2023	Meet with Library, TCDC, EdTech
Develop best practices guidelines for accessing TCDC/Ed Tech/Library resources and services	Department members	2022	2023	If recommended by our contacts in these departments

Resources required to achieve this goal.

Resources Required
Consultation with TCDC/EdTech/Library

Goal 2: Teaching and Learning Excellence

List the Recommendation(s) this Goal addresses. Check the appropriate column to indicate if the Recommendation is from the Self-Study or External Review. Add or remove rows as needed.

Recommendation	Self-Study (specify page #)	External Review (specify page #)
More release time for instructors for administrative responsibilities and curriculum initiatives		5

Academic Plan Priority or Priorities this Goal supports. See the end of this document for the Academic Plan. Add or remove rows as needed,

Academic Plan Priorities
1.1. Promote and support innovation and quality in teaching and curriculum design
2.3. Continue to develop and refine external and internal student pathways

Planned Actions the program/department will complete to achieve this goal. Add or remove rows as needed.

Planned Actions	Led by	Begin on	Anticipated Completion	Notes
Create permanent Advising role	Department members	Fall 2021	December 2021	Position to be applied for and selected through Selection Committee. Having more coordinator positions is a way of developing future department leadership.

Resources required to achieve this goal.

Resources Required
One or more sections of administrative release time

Goal 3: Community Building

List the Recommendation(s) this Goal addresses. Check the appropriate column to indicate if the Recommendation is from the Self-Study or External Review. Add or remove rows as needed.

Recommendation	Self-Study (specify page #)	External Review (specify page #)
Increase student engagement by building upon ongoing English outreach activities.	20-21	6

Academic Plan Priority or Priorities this Goal supports. See the end of this document for the Academic Plan. Add or remove rows as needed,

Academic Plan Priorities
2.2. Maintain enrolments to maximize student access and success

Planned Actions the program/department will complete to achieve this goal. Add or remove rows as needed.

Planned Actions	Led by	Begin on	Anticipated Completion	Notes
Meet with C+M and Langara Foundation to discuss opportunities to promote existing activities (e.g. Strangers on a Train) and create new ones	Chair, Assistant Chair	2022	Ongoing	Faculty members will also participate in this work.
Create an additional Coordinator position dedicated to outreach (enhancement request)	Chair, Assistant Chair, Div Chair	2022	2023	Instructors can apply for this position, which would be chosen by the Selection Committee
Revive the English Forum or similar “English Club” with possible annual Student Academic Conference	Department members	2022	2024	

Resources required to achieve this goal.

Resources Required
2 sections of ADT per academic year (Fall and Spring) Consultation with C+M and Langara Foundation

Goal 3: Community Building

List the Recommendation(s) this Goal addresses. Check the appropriate column to indicate if the Recommendation is from the Self-Study or External Review. Add or remove rows as needed.

Recommendation	Self-Study (specify page #)	External Review (specify page #)
Collaborate with other departments, programs, and units to promote early completion of English requirements.	29	3, 5

Academic Plan Priority or Priorities this Goal supports. See the end of this document for the Academic Plan. Add or remove rows as needed,

Academic Plan Priorities
2.1. Strengthen and develop student support systems
2.2. Maintain enrolments to maximize student access and success
2.3. Continue to develop and refine external and internal student pathways

Planned Actions the program/department will complete to achieve this goal. Add or remove rows as needed.

Planned Actions	Led by	Begin on	Anticipated Completion	Notes
Continued regular strategic meetings with Langara Global	Chair, Assistant Chair, Advisors	Begun in Fall 2020	Ongoing	These monthly meetings have been helpful in identifying issues and improving communication/information sharing around English enrolment for international students.
Reach out to cohort programs	Chair, Assistant Chair, Advisors	Spring 2022	Ongoing, as programs evolve	Some cohort programs already specify which ENGL course students need to take in early semesters. We will investigate gaps. In non-cohort programs, timing is difficult to prescribe.

Resources required to achieve this goal.

Resources Required
None

Goal 3: Community Building

List the Recommendation(s) this Goal addresses. Check the appropriate column to indicate if the Recommendation is from the Self-Study or External Review. Add or remove rows as needed.

Recommendation	Self-Study (specify page #)	External Review (specify page #)
Identify opportunities to support the development and continued offering of community-oriented courses, such as Writing Lives (ENGL 2237 & ENGL 2276), which currently explores the literature and history of Canada's residential school system and engages students in documenting the experiences of survivors.	27-28	6-7

Academic Plan Priority or Priorities this Goal supports. See the end of this document for the Academic Plan. Add or remove rows as needed,

Academic Plan Priorities
1.1. Promote and support innovation and quality in teaching and curriculum design
1.3. Maintain and expand experiential education opportunities
3.1. Increase recruitment, retention, and graduation of Aboriginal students
3.2. Expand awareness, acceptance, and inclusiveness of Aboriginal cultures within Langara
3.3. Strengthen partnerships with Aboriginal community
4.3. Provide international learning opportunities, both on campus and abroad for students and faculty

Planned Actions the program/department will complete to achieve this goal. Add or remove rows as needed.

Planned Actions	Led by	Begin on	Anticipated Completion	Notes
See page 6.				

Resources required to achieve this goal.

Resources Required
One dedicated section each fall and spring (2 sections/academic year)

Goal 3: Community Building

List the Recommendation(s) this Goal addresses. Check the appropriate column to indicate if the Recommendation is from the Self-Study or External Review. Add or remove rows as needed.

Recommendation	Self-Study (specify page #)	External Review (specify page #)
Work with the Langara Foundation to strengthen alumni relations.	27	6-7

Academic Plan Priority or Priorities this Goal supports. See the end of this document for the Academic Plan. Add or remove rows as needed,

Academic Plan Priorities
2.1. Strengthen and develop student support systems
4.1. Position Langara as the school of choice for post-secondary international students in British Columbia

Planned Actions the program/department will complete to achieve this goal. Add or remove rows as needed.

Planned Actions	Led by	Begin on	Anticipated Completion	Notes
Meet with Langara Foundation to discuss opportunities	Chair; Assistant Chair	September 2021	Ongoing	Department members will be involved in outreach activities: brainstorming, planning and delivering.

Resources required to achieve this goal.

Resources Required
Consultation with Langara Foundation.